

| [NODIS Library](#) | [Organization and Administration\(1000s\)](#) | [Search](#) |



NASA Policy Directive

COMPLIANCE IS MANDATORY

NPD 1385.2H

Effective Date: November 24,
1999

Expiration Date: January 14,
2016

[Printable Format \(PDF\)](#)

Request Notification of Change

(NASA Only)

Subject: Public Appearances of NASA Astronauts and Other NASA Personnel (Revalidated 01/12/2011)

Responsible Office: Public Outreach Division

1. Policy

a. It is NASA policy to encourage the acceptance of public speaking engagements by NASA astronauts to ensure the widest dissemination of information about NASA and its programs. For the purpose of this NPD NASA personnel includes all astronauts except employees who are covered by a separate NPD.

b. All public speaking engagements must meet the following criteria prior to acceptance of the invitation. The speaking engagement must:

- (1) Be in the best interest of NASA and the Government;
- (2) Be accommodated without major interference to the primary NASA duties of the intended astronaut;
- (3) Have no adverse impact on program activities;
- (4) Not exploit NASA or the intended astronaut for fundraising or endorsement;
- (5) Not violate 5 CFR Part 2635, Standards of Ethical Conduct for Employees of the Executive Branch, or constraints on lobbying or political activities by Federal employees; and
- (6) Not unlawfully segregate or unequally treat participants because of race, color, religion, national origin, sex, limited physical ability, or sexual orientation.

c. Travel expenses incidental to approved official public appearances may be accepted pursuant to NPD 9710.1, Delegation of Authority -- To Authorize or Approve Temporary Duty Travel on Official Business and Related Matters, and in accordance with the provisions of the NASA Financial Management Manual, FMM 9700.

d. Pursuant to 18 U.S.C. Section 209, NASA astronauts are prohibited from accepting additional compensation for making official public appearances.

2. Applicability

This NPD applies to NASA Headquarters and NASA Centers, including Component Facilities and Technical and Service Support Centers.

3. Authority

42 U.S.C. 2473(a)(3) and 2473(c)(1), Sections 203(a)(3) and 203(c)(1) of the National Aeronautics and Space Act of 1958, as amended.

4. Applicable Documents

- a. 5 CFR Part 2635, Standards of Ethical Conduct for Employees of the Executive Branch
- b. 18 U.S.C. 209, Salary of Government officials and employees payable only by United States
- c. NPD 9710.1, Delegation of Authority--to Authorize or Approve Temporary Duty Travel on Official Business and Related Matters.
- d. FMM 9700, NASA Federal Travel Regulation Supplement (NFTRS)

5. Responsibility

- a. The Assistant Administrator for Public Affairs or designee, is responsible for issuing and managing this directive.

(1) The Astronaut Appearances Manager (Astronaut Program), Public Outreach Division, Office of Communications , NASA Headquarters, shall coordinate with the Astronaut Office, NASA Johnson Space Center to develop Agencywide plans for effective communication. This plan will be provided to the Deputy Associate Administrator, Public Outreach Division, NASA Headquarters, for approval.

(2) Additionally, the Public Outreach Division will publish monthly statistical data provided by NASA Astronaut Appearances Program, Johnson Space Center. This data will be analyzed and used to improve the program.

- b. The Astronaut Office, NASA Johnson Space Center (JSC), is responsible for scheduling all domestic and postflight astronaut appearances, except appearances involving the White House or other U.S. Executive Branch departments or agencies, the U.S. Congress, the Diplomatic Corps (which encompasses embassies or foreign missions and all foreign countries), and educational, press, or community organizations in the metropolitan Washington, DC, area. The Astronaut Office, JSC, is also responsible for providing monthly statistical data and other related information to the Astronaut Appearances Coordinator, Public Outreach Division, NASA Headquarters.

- c. Officials-in-Charge of Headquarters Offices and Center Directors are responsible for obtaining prior acceptance or declination of invitations.

6. Delegation of Authority

None.

7. Measurement/Verification

- a. Customer feedback will be obtained to measure the performance and suitability of the

speakers.

b. Monthly reports from the NASA Center Coordinators will be consolidated into an Agencywide report which will be analyzed to determine the effectiveness of the programs. Metrics contained in the monthly reports will include, but will not be limited to the following:

- (1) requests received,
- (2) requests fulfilled,
- (3) event locations,
- (4) audience size.

c. Periodic assessments will be conducted by the Deputy Associate Administrator, Public Outreach Division, Office of Communications , NASA Headquarters, to determine if additional data collection is required. If so, new requirements will be discussed with the Astronaut Office at the NASA Johnson Space Center and will be mutually agreed upon prior to implementation.

8. Cancellation

a. NPD 1385.2G, Public Appearances of NASA Astronauts and Other NASA Personnel, dated November 24, 1999.

Revalidated

January 12, 2011, original signed by

/s/ Daniel S. Goldin
Administrator

Attachment A: REFERENCES

A.1 18 U.S.C. 209, Salary of Government officials and employees payable only by United States

A.2 31 U.S.C. 1353, Acceptance of travel and related expenses from non- Federal sources

A.3. 41 CFR Chapters 301, Temporary Duty (TDY) Travel Allowances and 304, Payment of Travel Expenses from a Non-Federal Source

A.4 NPR 1385.1, Public Appearances of NASA Astronauts

A.5 NPR 1835.1, Public Appearances of NASA Astronauts

(URL for Graphic)

None.

DISTRIBUTION: **NODIS**

This Document Is Uncontrolled When Printed.

Check the NASA Online Directives Information System (NODIS) Library
to Verify that this is the correct version before use: <http://nodis3.gsfc.nasa.gov>
